

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY, MARCH 22, 2016  
5:30PM AT TOWN HALL**

*Approved Minutes with amendment under X. Public Comment B*

**Called to order** at 5:32pm

**Town Board Members Present:** Jim Patterson, Mike Anderson, John Carlson, Michael Childers, Mike Starck

**Staff present:** Town Administrator Lisa Potswald, Foreman Kristian Larsen, Deputy Clerk Barb Nelson

**Public Present:** Sue Brenna, Paul Brummer

**I. Public Comment A\*:** Hello to Micaela Montagne, Clerk, who is out of Town and Hello to Todd Carlson.

Motion to move to agenda item V. Town Hall Administration J. Loan for roof projects and purchase of Capital Equipment to top of agenda. M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

**V. Town Hall Administration**

J. Loan for roof projects and purchase of Capital Equipment: Motion to approve the loan for \$121,000 for a five year term at 2.31% interest with Bremer Bank with annual payments due in January of each year, and to authorize the Chair to sign the loan documents, M. Starck/ M. Childers, 5 Ayes, Motion Carried.

Motion to return to item II on the agenda. M. Starck/ M. Childers, 5 Ayes, Motion Carried.

**II. Town Administrator's Report:** None provided, separate memos on individual agenda items instead.

**III. Public Works**

**A. Roads**

1. Town Mechanic/ Maintenance Technician wage change: The job description change was approved at a previous meeting. The increase in wage would not be a merit increase, but due to the additional assignments in the position. The increase will be about \$2,450 for the year, and Administrator L. Potswald requests the funds be taken from the Compensation Designated Fund. The position is an asset to the town, the current wage is \$21.21 and the request is for \$22.00/ hour. Motion to approve the wage change for the Town Mechanic/ Maintenance Technician to \$22.00/ hour retroactive to January 1, 2016, with the possibility of another \$.50/ hour increase if he gets his CDL license, funds to not come out of the Compensation Designated Fund because not a merit increase, M. Starck/ M. Anderson, 5 Ayes, Motion Carried.

**B. Parks**

1. Parks Supervisor Job Posting and wage: Annual cost to the Town will be \$45,560 (starting date of May 1<sup>st</sup>), with a \$20.00/ hour salary with benefits. Motion to approve

the job posting and \$20.00/ hour wage for the Parks Supervisor, M. Childers/ M. Anderson, 5 Ayes, Motion Carried.

2. Contract with Dobson Concrete to epoxy BBTP shower floor: Motion to authorize the Town Chair to sign the contract with Dobson Concrete with the amount not to exceed \$4,999.00 for the epoxy seal of the concrete in the shower facility at Big Bay Town Park, M. Starck/ M. Childers, 5 Ayes, Motion Carried.

#### **C. Materials Recovery Facility (MRF)**

1. C. Baxter wage: Discussion on how MRF Supervisor T. Pallas is doing more research and will provide more information to explain why the merit increase is being requested. It will cost an additional \$2,536 for the rest of the year. Some funds could come out of the Compensation fund, and some from the MRF budget. Further discussion on how the Board wants to be consistent on how they give out merit increases, as well as making sure performance evaluations are complete prior to increases, and whether the Board should review evaluations or just the Administrator.

Motion to table the agenda item C. Baxter wage increase until the next meeting, M. Childers/ M. Anderson, 5 Ayes, Motion Carried.

#### **D. Airport**

1. Airport Manager's Report & Checklist: Report prepared by Airport Manager M. Dalzell dated March 21, 2016 placed on file by Unanimous Consent. Question raised on whether there is official notice on whether the Island has been determined as a National Historic site: have not received notice as of yet.

2. Renewal of Aircraft Hangar Lease, Lot #5A, Terry Schneider: Motion to approve the Hangar Lease for Lot #5A to Terry Schneider for the term 1/1/2016 to 12/31/2025, M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

### **IV. Committees**

#### **A. Planning and Zoning**

1. Waive the fee for modification of Madeline Island School of the Arts' Conditional Use Permit: The Town Plan Commission (TPC) recommended to waive the \$750 fee because the modification is a condition the TPC is adding to the permit, MISA is not initiating it. Motion to waive the \$750 fee for the Conditional Use Permit Change for Madeline Island School of the Arts, M. Starck/ M. Anderson, 5 Ayes, Motion Carried.

2. Public Hearing on April 6, 2016 at 4:00pm for change of Madeline Island School of the Arts' Conditional Use: Just informational, reminder that the Town Plan Commission informs the Board about it, the TPC's recommendation will come before the Town Board, so the Board members either need to attend the Public Hearing or listen to the recording.

#### **B. Harbor Committee**

1. Appointment of Harbor Committee member to fill out an alternate term, term ending March 10, 2018: No one has signed up. Sign-up sheets to remain posted until filled.

### **V. Town Hall Administration**

A. Administrative Assistant's Report: Discussion included B. Nelson working out kinks with the accounting software as well as working on audit. Motion to accept the Administrative Assistant Report prepared by B. Nelson dated 3/18/2016, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

B. Budget Summary Report: Motion to approve the Budget Summary report for February 2016 dated 3/22/2016, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

C. Grant Updates: L. Potswald will be working on a grant for Joni's Beach that is due May 1, 2016.

D. 2015 Annual Financial Report: A summary comparing actual 2015 budget to approved 2015 budget, and 2016 budget as well as loan information/ debts, as well as designated funds information. Motion to approve the 2015 Annual Financial Report, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

E. Agenda Items for the Annual Town Meeting, April 19, 2016

1. 2015 Annual Financial Report

2. Approval of Minutes (April 2015 and December 2015)

3. Other Items

Discussion on whether to include specific agenda items or just leave it open to the townspeople to bring up any topics with the agenda item *Topics from the Townspeople*. Since the posting does not need to be 15 days prior, the item will be on the next Town Board meeting agenda.

F. Use of the Town Hall for Candidate's Forums: The next Candidate's Forum will be Easter Sunday, March 27, 2016 at Town Hall so it can be streamed and recorded. Motion to approve having this Candidate's Forum and any of the future Candidate's Forums at Town Hall, M. Anderson/ M. Childers, 5 Ayes, Motion Carried.

G. Focus on Energy grants for the solar array project for the Library and Clinic: This is an additional grant for the solar array project, the grant is for \$2,400 for each building, \$4,800 total. This will not change the current grant received. Motion to have Chair sign the applications for the Focus on Energy grants for the solar array project for the Library and Clinic, M. Anderson/ J. Carlson, 4 Ayes ( M. Starck out of room), Motion Carried.

H. Interconnection Agreements with Xcel for the solar array project: Agreements must be signed in order for Xcel to hook up the Library and Clinic to the solar array system. Motion to approve the Chair to sign the contract with Xcel for the interconnection with the solar array project, M. Anderson/ M. Childers, 5 Ayes, Motion Carried.

I. Cell Tower Consultant Proposal: Discussion on getting more information from S. Begley on what his work would entail, as well as if the Town could place 911 call boxes where there is no cell service as a temporary fix, and if grants are available. Motion to table until a future meeting, so the consultant S. Begley can be present at a meeting to discuss, M. Anderson/ J. Carlson, 5 Ayes, Motion Carried.

**VI. Vouchers:** Motion to approve vouchers in the amount of \$24,153.41, M. Starck/ J. Carlson, 5 Ayes, Motion Carried.

## **VII. Minutes**

A. Regular Town Board Meeting, March 8, 2016: Motion to approve minutes as submitted, M. Starck/ M. Anderson, 5 Ayes, Motion Carried.

B. Amend Regular Town Board Meeting Minutes, February 23, 2016: Motion to approve minutes as amended, M. Anderson/ J. Carlson, 3 Ayes, 2 abstain (M. Childers and M. Starck absent at 2/23/16 meeting), Motion Carried.

## **VIII. Emergency Services**

A. Ambulance Director's Report: Report prepared by C. Dalzell dated March 21, 2016 placed on file by Unanimous Consent.

## **IX. Library**

A. Library Board Minutes, February 11, 2016: Minutes placed on file by Unanimous Consent.

**X. Public Comment B\*\*:** Paul Brummer states that the Town Mechanic position is better for building maintenance instead of plowing that is unneeded: *equipment wouldn't be breaking so much and requiring repair if the Road Crew was not plowing every time it snowed an 1/8 inch. The Road crew could be doing other work such as painting at the Town's many buildings.*

## **XI. Lawsuits & Legal Issues**

A. Nelson, et al. v. Defoe, et al. Case No. 15-cv-274-wmc: nothing at this time.

B. Notice of Circumstances of Claim and Claim and Notice of Claim: Craftivity Inc/ Madeline Island School of the Arts: Due to the fact that Town's Attorney has notified the Town that the Notice time period has expired, this item will no longer appear on the agenda.

**XII. New Agenda Items for Future Meetings:** Agenda for Annual Meeting, MRF Attendant wage, cell tower meeting at some point.

**XIII. Adjourn:** Motion to adjourn, M. Anderson/ M. Starck, 5 Ayes, Motion Carried. Adjourned at 6:45pm.

Submitted by Micaela Montagne, Town Clerk: taken from recording and notes from Deputy Clerk B. Nelson.

Approved as submitted with an amendment from Paul Brummer under Public Comment B, April 12, 2016. M. Montagne, Town Clerk